

SECRETARY OF THE SENATE

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June 5, 2003

Mr. Damon Galose
FEC
999 E St, NW
Washington, DC 20463

Re: Friends of Max Baucus, 12-day Pre-General Report

This letter is in response to your letters dated April 22 and May 15, 2003 concerning our 12 Day Pre-General report. We apologize for the tardiness of this response, but we did not receive these letters until today. In August 2002 we amended our Year-end 2001 report in which we detailed our process for obtaining missing information. That process has not changed and we reiterate it below.

The following is our procedure for our "best efforts" in obtaining missing information for contributors:

In our original solicitation, we request the contributor's information clearly and conspicuously, stating that federal law requires us to use our best efforts to obtain their address, occupation and employer if they give an aggregate of \$200 to the committee.

If for some reason we do not receive this information, we send a follow-up request within 30 days again stating that we are required to use our best efforts to obtain their address, occupation and employer. Our follow-up request contains no new solicitations and includes a pre-addressed return envelope.

If we do receive contributor information after the contribution has been reported, we will either file with our next report, an amended memo schedule A listing the additional information or file on or before our next regularly scheduled reporting date amendments to the original report.

Sincerely,
Holly Giarraputo
Comptroller
Friends of Max Baucus